

**Application for Federal Assistance SF-424****\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

**\* If Revision, select appropriate letter(s):****\* Other (Specify):****\* 3. Date Received:****4. Applicant Identifier:****5a. Federal Entity Identifier:****5b. Federal Award Identifier:****State Use Only:****6. Date Received by State:****7. State Application Identifier:****8. APPLICANT INFORMATION:****\* a. Legal Name:****\* b. Employer/Taxpayer Identification Number (EIN/TIN):****\* c. Organizational DUNS:****d. Address:****\* Street1:****Street2:****\* City:****County/Parish:****\* State:****Province:****\* Country:****\* Zip / Postal Code:****e. Organizational Unit:****Department Name:****Division Name:****f. Name and contact information of person to be contacted on matters involving this application:****Prefix:****\* First Name:****Middle Name:****\* Last Name:****Suffix:****Title:****Organizational Affiliation:****\* Telephone Number:****Fax Number:****\* Email:**

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

M: Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

### \* 12. Funding Opportunity Number:

66.815

\* Title:

FY16 Environmental Workforce Development and Job Training (EWDJT) Grants

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Auberle's Employment Institute will provide training to individuals impacted by brownfields residing in Allegheny County for employment opportunities in the environmental remediation sector.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

14

\* b. Program/Project

14

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

07/01/2016

\* b. End Date:

06/30/2019

**18. Estimated Funding (\$):**

* a. Federal	193,746.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	193,746.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

05/23/2016

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

\* First Name:

Lauren

Middle Name:

\* Last Name:

Brown

Suffix:

\* Title:

Director of Development

\* Telephone Number:

4126735800

Fax Number:

\* Email:

lauren@auburle.org

\* Signature of Authorized Representative:

Lauren Brown

\* Date Signed:

05/26/2016



BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006  
Expiration Date: 01/31/2019

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Environmental Workforce and Job Training Grants	66.815	\$	\$	\$ 193,746.00	\$	\$ 193,746.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 193,746.00	\$	\$ 193,746.00



**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Environmental Workforce and Job Training Grants	(2)	(3)	(4)	
a. Personnel	\$ 126,502.00	\$	\$	\$	\$ 126,502.00
b. Fringe Benefits	31,625.00				31,625.00
c. Travel	27,119.00				27,119.00
d. Equipment					
e. Supplies	7,250.00				7,250.00
f. Contractual	1,250.00				1,250.00
g. Construction					
h. Other	0.00				
i. Total Direct Charges (sum of 6a-6h)	193,746.00				\$ 193,746.00
j. Indirect Charges					\$
k. TOTALS (sum of 6i and 6j)	\$ 193,746.00	\$	\$	\$	\$ 193,746.00
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	Environmental Workforce and Job Training Grants	\$	\$	\$	\$
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$	\$	\$	\$
SECTION D - FORECASTED CASH NEEDS					
13. Federal	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
	\$ 71,009.00	\$ 17,753.00	\$ 17,752.00	\$ 17,752.00	\$ 17,752.00
14. Non-Federal					
15. TOTAL (sum of lines 13 and 14)	\$ 71,009.00	\$ 17,753.00	\$ 17,752.00	\$ 17,752.00	\$ 17,752.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
16.	Environmental Workforce and Job Training Grants	(b) First	(c) Second	(d) Third	(e) Fourth
		\$ 71,009.00	\$ 71,011.00	\$ 51,726.00	\$
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)		\$ 71,009.00	\$ 71,011.00	\$ 51,726.00	\$
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:		22. Indirect Charges:			
23. Remarks:					





### ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

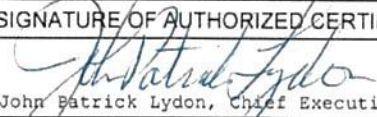
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  John Patrick Lydon, Chief Executive Officer	TITLE Chief Executive Officer
APPLICANT ORGANIZATION Auberle	DATE SUBMITTED 05/26/2016





## **Auberle Work Plan**

### **Program Description**

Auberle will provide OSHA HAZWOPER training to 50 individuals in Allegheny County. To assure each individual meets the 40-hour training requirement, Auberle will host four HAZWOPER training cohorts over two years. Over the course of one month, individuals will participate in HAZWOPER training as well as workforce development trainings and life skills classes. We will recruit 12-13 young adults for each of our training program cohorts. These numbers have been agreed upon with our training partner Weavertown Environmental Group (WEG).

Weavertown has specifically designed and customized the HAZWOPER training curricula to meet the needs, abilities, and learning styles of our young people as well as businesses who hire our graduates. It is important to note that WEG was recently acquired by Univar USA Inc., increasing their training capacity and, thus, hiring abilities.

The Employment Institute at Auberle establishes connections with businesses to help us identify their true needs. From there, we design training opportunities that result in jobs. Because of our relationships with businesses in the community, the Employment Institute has become the go-to workforce development program in the region. Auberle began our relationship with WEG in 2010 and we have maintained that partnership since. WEG is willing to train and hire our participants because they have a shortage of skilled workers and appreciate the supportive services such as case management and job readiness training that Auberle is able to provide to help potential employees obtain and retain employment. They see the value in training unemployed and underemployed people for jobs in remediation that will ultimately improve the communities in which they operate.

### *Target Population*

1. Unemployed and at-risk youth: The average unemployment rates for all target communities within Allegheny County and the Mon Valley are significantly higher than national unemployment rates. Employment among young adults in this region is even more troubling as there are actually 50% less people under the age of 24 in the workforce than ten years ago.

2. Juvenile Justice Youth: Auberle has been serving juvenile court referred youth for over 30 years. Auberle has a strong relationship with the juvenile justice system because of our ability to respond to the evolving needs of juvenile justice involved youth. Auberle works closely with Allegheny County Community Intensive Supervision Program (CISP) to keep youth out of juvenile detention and on a track to a productive adulthood.



## Program Goals and Objectives

Program Goal: To recruit, screen and train unemployed, underemployed, and juvenile justice youth, leading them to a sustainable career while promoting environmental justice and economic revitalization in communities still suffering from the negative impact of deindustrialization.

### *Expected Outputs*

Auberle's HAZWOPER training program will provide 40 hours of OSHA HAZWOPER training to 50 young individuals. Auberle's Employment Institute training and case management model has led to numerous success stories and community partnerships. With the help of our training and business partners, we believe we can achieve the following quantitative and qualitative outputs.

Year	One	Two	Three	Total
Overall # of Participants	25	25	Tracking/Placement	50
# of Graduates	20	20	Tracking/Placement	40
# of Graduates Place in Employment	10	15	10	35
# of graduates not placed but pursuing furthering education	5	5	Tracking	10

In addition to the outputs indicated in the chart above we plan to:

1. Provide 40 hours of OSHA HAZWOPER training to each individual enrolled in the program, in the classroom, through hands-on experiences and mock remediation tests.
2. Assure individuals are job-ready by providing career counseling, case management, and educational support.
3. Track all program participants one year post-graduation, contacting each individual every 30 days.

### *Expected Outcomes*

1. Restore brownfield and superfund sites in Allegheny County by increasing the number of skilled workers to address these issues (EPA 2014-2018 Strategic Plan, Goal 3, Objective 3.1). Auberle's Program will provide graduates with the tools and techniques to be assets to

companies like WEG to increase employment numbers and thus the number of remediation jobs accomplished.

2. Meet expected job growth demand by providing intensive training. Our graduates will receive classroom training, hands-on experiential learning and booster sessions when necessary to increase their knowledge base and understanding of the job. Our graduates will be better prepared and more highly skilled than an average HAZWOPER trainee.
3. Increase the number of individuals in the depressed target communities who are earning a livable wage. Our graduates will be able to increase the tax base in their communities and stimulate their local economies as well as achieve sustainable employment.
4. Increase the number of employment options for Auberle's client base by demonstrating their ability and willingness to earn industry credentials and perform at a top tier on the job site.
5. Decrease the number of our clients who rely on social services, thus breaking the cycle of poverty within their families. Auberle will be able to leverage the support provided by the EPA to provide increased job opportunities for at-risk individuals in other high skill positions.
6. Strengthen Auberle's relationship with business partners by providing them with a pool of qualified candidates for open positions.
7. Promote a sustainable and livable community by increasing awareness of the negative environmental impacts of deindustrialization and subsequent pollution in the Pittsburgh Region (EPA 2014-2018 Strategic Plan, Goal 3).
8. Empower Auberle's clients and their families to achieve environmental and economic justice.

## **Evaluation of Progress**

Auberle's Employment Institute staff, Finance Department and Development Team will monitor the progress of the Program to ensure that it is in compliance with grant requirements and proposed outcomes. The Employment Institute Director will provide quarterly progress reports on the expected outcomes and the milestones schedule provided in Attachment A. The Finance Department at Auberle, with the help of our CEO and COO, will closely monitor all expenditures to ensure that the funds are being spent according to the guidelines of our agreement.

Auberle's Continuous Quality Improvement (CQI) program, established in 1996, ensures that overall service delivery to troubled children and families is provided through quality, effective and measurable means that are in concert with Auberle's mission, values and goals. The CQI program supports the collection of clinical and organizational data as well as the quantitative and qualitative analyses of such data — and then formulates targeted comparisons. Auberle also uses FAMCare, a software system that allows Auberle to collect data, run reports, manage information, and track outcomes. A statistician analyzes critical information so that directors can constantly monitor the progress of Auberle's vital programming, ensuring its sustainability.

All programmatic goals are measured against national benchmarks as identified by the Alliance for Strong Families and Communities Benchmarking Initiative. As a participant in this initiative, Auberle is





able to gain insight into the effectiveness of service delivery, finances and efficiency. Auberle closely monitors the economic advancement, grade level performance, client satisfaction and discharge status to name a few.

## **Tasks**

### *Task 1: Finalize Grant Management Team and Advisory Board*

Lauren Brown, Director of Development, will serve as the Project Director. She will be responsible for the direction and management of the training program. She will ensure outputs and outcomes are met. She will oversee all recruitment efforts and ensure that enrollment numbers are met. She will work with Employment Institute staff to maintain applicant records in accordance with documentation storage policies. Brown will work with our trainer from Weavertown to assure the training program is meeting expected outputs and outcomes.

Matt Davin, Auberle Chief Financial Officer, and his team will oversee all grant expenditures to ensure that they are in compliance with the grant. Davin and his three-member finance department are well experienced in administering and complying with all fiscal and reporting requirements. Davin will work with Auberle's CEO, John Lydon, and COO, Stephanie Walsh, to approve all grant expenditures. Davin also ensures that annual audits are completed with an independent firm in the A-133 format.

To retain each employee, Auberle believes in investing in staff by providing ongoing staff development activities and matching each staff person with a mentor. All staff of the Employment Institute are cross-trained to perform all functions of the department to ensure continuity of care for our clients in the case of employee turnover. Moreover our HAZWOPER trainer, will train backup instructors to ensure our program remains on schedule in the event of an unlikely emergency. Finally, Lauren will work closely with the Auberle Human Resources department in marketing to and recruiting qualified candidates if employee turnover were to occur.

Auberle will continue to involve the communities we serve to ensure that all stakeholders are fully engaged. We commit to full transparency in all we do and will continue that to ensure that all crucial community members are involved. The Advisory Council will include individuals from Weavertown Environmental Group, Massaro Corporation, Pittsburgh Conservation Corps, Sustainable Pittsburgh and recent graduates of Auberle's existing HAZWOPER training programs. The Advisory Council will offer additional expertise, resources and support in managing the grant to assure we are meeting out HAZWOPER training outputs and outcomes. We plan to schedule meetings every six months throughout the funding period.

Please see the chart below for those who have agreed to sit on the Advisory Council thus far.

## Advisory Council

Name	Organization	Phone Number
Kelsey Lorenzato	Weavertown Environmental Group	800-746-4850
Steven Massaro	Massaro Corporation	412-746-4850
Court Gould	Sustainable Pittsburgh	412-258-6642
Ilyssa Manspeizer	Pittsburgh Conservation Corps	412-390-6314

### *Task 2: Program Recruitment*

Auberle's Marketing and Communications Team will develop a comprehensive marketing program and external marketing strategy to recruit participants and increase interest from employers. Marketing pieces will include signature brochures, flyers, email campaigns, social media and press releases. Auberle will leverage our current relationship with the Three Rivers Workforce Investment Board and community members to help market the training program both individuals and employers. In addition, we will leverage our existing relationship with WEG and other business partners to distribute marketing materials and receive referrals.

Auberle will capitalize on The Employment Institute's proven strategy of training at-risk young adults for in-demand positions to network with employers to recruit youth for the Program. Recruitment will begin with the current 270 Employment Institute participants. Furthermore, the Employment Institute maintains an ongoing list of referral entities and continually expands this list. We currently receive referrals from 46 outside entities, making us the go-to workforce development agency in the region. Relationships with BNY Mellon, McKeesport Area School District, ACTION Housing, Inc., PA CareerLink, the Three Rivers Workforce Investment Board, Goodwill, Catholic Charities, Department of Human Services, United Way and the Allegheny Intermediate Unit will serve as strong referral sources for Auberle's training program. As HAZWOPER training and job placement is already a component of our programming, we currently screen Employment Institute applicants based upon their interest in the field. We will continue to do this as well as target recruitment for the training program at job fairs, trade shows, with local employers and plan to conduct special events at Auberle.

Furthermore, the Allegheny County Department of Human Services recently selected Auberle as the agency to lead a ground-breaking project in Downtown Pittsburgh: the 412 Youth Zone. The 412 Youth Zone, which opened in January 2016, serves as a one-stop-shop for youth aging out of the foster care system. Auberle engaged and involved 38 partners, including four universities, on the project to create a community of social service providers in the core of Pittsburgh. We plan to use the 412 Youth Zone as a natural recruitment pool as the center will serve up to 1,500 youth annually, including many of whom are seeking job training and placement.



### *Task 3: Program Screening*

When a youth is referred to or applies for enrollment in Auberle's Employment Institute, he or she is assigned a Case Coordinator. Auberle will assign a dedicated Case Coordinator to all youth enrolled in the HAZWOPER training program through this grant. For the training program, participants will be screened on basic criteria including: 1) 18 years or older; or will turn 18 by the time they graduate from the program 2) Will possess a GED or high school diploma; or is on track to earn by the time they graduate from the program 3) Commitment to the training program and interest in an environmental remediation career path, determined through an interview and group "tryout" sessions.

After selecting program participants through initial applications and interviews, we will conduct group "tryout" sessions to help staff identify which students are willing to work together as a team, which students can constructively give and receive direction, which students are prone to giving up and which are determined to see the process through. Over the course of two days, youth will participate in a number of group activities including our Therapeutic Challenge Course. In addition, WEG offers the opportunity for our young people to tour their facilities. We will also give them short hands-on activities that expose them to the environmental remediation field. At the conclusion of the two days, staff will review each youth's performance and determine who is prepared and appropriate for final enrollment.

### *Task 4: Program Retention and Attrition*

Auberle's training programs are designed for the specific learning needs of our clientele. The quality instruction and attention to case management and supportive services helps Auberle retain participants in all of our work training programs. We will re-enroll participants who fail the certification programming or who face personal barriers to completing the program. Students who have achieved the HAZWOPER certification but are not work-ready, will be hired internally to better prepare them for jobs in the community. At Auberle, we have 30 job opportunities for our young people on an annual basis.

All program activities including supportive services, certification testing, drug and alcohol screenings, medical exams and background checks will be free for participants. Auberle is located within one mile of a bus depot. The 412 Youth Zone is located in Downtown Pittsburgh, a hub for public transportation in the region. We also have a dedicated transportation team at Auberle that pick up Employment Institute students and take them home at the conclusion of program activities.

*Task 5: Implement Training Curriculum*

**Training Curriculum Chart**

Course Title	Training Level	State or Federally Recognized	# of Hours	Start Date-End Date	# of Times Course will be Offered	Training Provider	Cost of Course	Percent of Grant Budget
40-Hour HAZWOPER	Advanced	Federal	40	7/1/2016 - 6/30/2018	4	Weavertown	\$25,000/cohort	0
First Aid/CPR	Advanced	Federal	8	7/1/2016 - 6/30/2018	4	Auberle	\$1,250	0.63%
JumpStart Success	Advanced	Programmatic	10	7/1/2016 - 6/30/2018	4	Auberle	\$2,000	0

Learning will take place in both a classroom setting as well as hands-on at worksites and mock remediation tests providing a comprehensive experience for trainees. The training that WEG does with Auberle includes a hands-on training where youth respond to a flipped tanker truck. The tanker truck flips upside down with the use of hydraulics, a computer simulates chemicals released and the young adults work to remediate the hazard. This simulation is the only one of its kind in the United States. Our participants get this state-of-the-art, industry gold standard training taught by an industry leader at no cost. A grant from the EPA would allow us to expand these offerings to more clients.

WEG has the capacity to hire a majority of our program participants. If WEG is unable to hire all of our graduates, recruiters at WEG are more than willing to help our graduates find sustainable employment. If an individual obtains HAZWOPER certification and is hired at WEG, they have the opportunity to enroll in ten additional trainings at WEG to advance their career.

To assure our young adults are job ready, participants will also receive employment readiness tools. At Auberle, we use the JumpStart curriculum, a 10 week job readiness course that focuses on everything from professional conduct to resume writing and interviewing skills. Participants also learn skills like accepting and giving constructive criticism and tools for overcoming conflict in the workplace; a common pitfall for our young people. In addition, at no cost to the EPA, Auberle will offer supportive services to our youth to help overcome trauma and other barriers to employment. These supportive



services include drug and alcohol counseling, mental health counseling, life skills development and leadership training through our Therapeutic Challenge Course. Through our outpatient Mental Health License, we can provide all of these services in house. Auberle, along with the Employment Institute participants, receive educational support from the Allegheny Intermediate Unit Title I funded tutors who are available to our students for educational remediation and homework assistance and we make referrals to GoodWill for GED preparation and testing. Moreover, we have over 300 volunteers on an annual basis who can assist with job shadowing, mock interviews, and tutoring. As a Sanctuary Model of Trauma-Informed Care certified agency, we understand that supportive services are critical to the success of our clients.

As with all of the services offered through Auberle's Employment Institute, the goal is to eliminate any stumbling block that may make it difficult for our participants to obtain and retain employment. We know that through decades of experience, these are critical components to helping our young people plan for the future and become productive members of our communities.

WEG agreed that any participant who would like to take certifications or trainings beyond what is provided in the training program can do so for free at their training facility. Auberle will also allow any participant who fails the HAZWOPER certification assessment to enroll in the next cycle (at no charge) and retake the test. Additionally, Auberle will provide review trainings for free, as needed. WEG is willing to partner with Auberle because they report our graduates to be among their most successful recruits.

#### *Task 6: Continue Program Support*

Auberle will continue to offer case management services and educational support to help our participants stay on track, earn the HAZWOPER certification and obtain employment. Auberle Employment Institute staff will work to implement the following strategies to facilitate the placement of graduates and to ensure continuous employment:

1. Participants receive assessment on math and reading skills and interest surveys to help determine their appropriateness for the HAZWOPER training program.
2. All participants will have access to Auberle's full complement of life skills classes, job readiness classes and supportive services. Any youth who needs support such as mental health counseling or math and reading remediation will receive those services before official enrollment in the training program. Auberle will provide this at no cost to the EPA or the client.
3. Post-placement, Auberle staff will continue to offer case management services and support to help the individual maintain employment. We do not put limits on the amount of time that we



will provide follow-up services to our participants. For the purpose of this grant, we will provide at least one year or more, at no charge to the EPA or the client, as needed.

4. Graduates will have opportunities to enhance their skill sets and learning by having free access to all of the trainings and certifications offered by WEG.
5. Auberle will provide paid internship opportunities with Auberle's Landscape Program or Construction Apprenticeship Program to individuals who are struggling to find employment. By doing this, we will be able to help our participants build a work history and improve their marketability for the environmental remediation and hazardous materials removal worker field.

### *Task 7: Encourage Continuous Employment*

Work ethics and preparedness are often two of the biggest obstacles for youth in our employment programs. To help combat these, we will employ the following strategies:

1. Provide the highest quality training and instructors so that graduates have the foundational knowledge, expertise and knowledge of the nature of the job. We will conduct regular evaluations of our instructors and the class structure with the participants and staff for quality control.
2. Provide life skills training, at no cost to the EPA, to ensure graduates are ready to enter the workforce and to perform in accordance with employer's expectations.
3. Ongoing career assistance and job referral services.
4. Free supplemental trainings and certifications in partnership with WEG and our trainer.
5. A Digital Work Ethics Badge Program that provides young people with the opportunity to earn ten mini-work ethics badges reflecting a key work ethic attribute that regional employers value when hiring new staff. When an individual earns ten mini-work ethics badges, they are presented with the Digital Work Ethics Badge to be added to their electronic resume for employers.

### *Task 8: After Graduation Tracking*

Auberle will track participants for one year post-graduation. Each graduate will be contacted every 30 days to ensure that the transition from training to employment is moving smoothly. The Case Coordinator will continue to contact each graduate to offer additional job training or supportive services as needed. If additional technical training is needed, Auberle will arrange it at no cost to the participant or the EPA.

## Budget

Project Funding	Outreach and Recruitment	Instruction/ Training	Program Management	Placement and Tracking	Total
EPA Project Funding					
Personnel	35,360	35,360	22,502	33,280	126,502
Fringe Benefits	8,840	8,840	5,625	8,320	31,625
Travel	0	26,601	518	0	27,119
Contractual	0	1,250	0	0	1,250
Supplies	1,500	5,000	0	750	7,250
Other:	0	0	0	0	0
Total EPA Funds	45,700	77,051	28,645	42,350	193,746
Total Non-EPA Funds		100,000			

## Federal and Local Hiring Incentives

As an Educational Improvement Tax Credit and a Neighborhood Assistant Program approved organization, we are familiar with education corporations on the use of tax credits. Through emails, letters and in-person conversations, we work with our business partners to ensure that they understand the benefits of tax credit programs. As our business partners are eligible for hiring incentives, we take a similar approach to educating them and using them as a selling point to hiring our graduates.